

MEMORANDUM

TO: Persons interested in the Library Services and Technology Act (LSTA)

FROM: Jay Cunningham, LSTA Program Coordinator

DATE: June 10, 2002

SUBJECT: Overview of LSTA Grant Application Materials

Informational materials are available on this site for learning about and applying for federal Library Services and Technology Act (LSTA) funds for the FY 2003/2004 cycle. Included are:

- Special Announcements. These notify applicants of important changes affecting the LSTA program.
- LSTA Information Guide. This provides general information about the program and requirements in specific areas.
- Guidelines for Developing LSTA Grant Proposals. This provides further information about criteria used to screen and evaluate projects.
- State Plan for Effective Use and Administration of LSTA Funding, 1997/98 - 2001/02. This document describes the State Library's intended use of federal funds and lists State-level goals, objectives, and activities that will be considered for award of LSTA grants in the current five-year period. A new edition of the Plan will be issued in July 2002, covering 2002/03 - 2006/07.
- Proposal (LSTA Form 5), with instructions. This is the first document to be filed: due in November 2002. Consult the Calendar (below) for exact date.
- Application (LSTA Form 6), with instructions. This is the second document, a full description of requested funds, to be filed in March 2003. Consult the Calendar (below) for exact date.
- Planning Calendar. This lists important dates ahead in the 2003/04 LSTA cycle.
- Federal Restrictions on Use of LSTA Funds. This provides information regarding costs the federal government does not allow as expenditures in grant projects.
- Contacts. This is a list of consultants in the State Library and their specialties.

Thank you for your interest in LSTA, and best wishes should you decide to apply. If you have questions, please call me at (916) 653-8112, or send e-mail to <jcunningham@library.ca.gov>.